

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY, CALIFORNIA
AND RECORD OF ACTION**

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November 5, 2002

**FROM: JANICE EISENBEISZ, DIRECTOR
JOBS AND EMPLOYMENT SERVICES DEPARTMENT (JESD)**

**SUBJECT: AMENDMENTS TO CONTRACTS WITH SAN BERNARDINO COMMUNITY COLLEGE
DISTRICT, VALLEY COLLEGE, FOR CALIFORNIA WORK OPPORTUNITY AND
RESPONSIBILITY TO KIDS EDUCATION SERVICES**

RECOMMENDATION: Approve amendments to Contract No. 01-887 and Contract No. 01-888 with San Bernardino Community College District, Valley College, to establish a maximum number of participant referrals (35), update insurance language, revise the funding source, and extend the original contract expiration date of June 30, 2002 to a new expiration date of June 30, 2003, for the provision of General Education Development (GED), Adult Basic Education (ABE), and English-as-a-Second Language (ESL) services to CalWORKs participants, for a total amount not to exceed \$35,340 during fiscal year 2002-03.

<u>Service</u>	<u>Maximum # Participants</u>	<u>Maximum Total Cost</u>	<u>Agreement #</u>
ABE/GED	30	\$18,240	01-887 A-2
ESL	5	\$17,100	01-888 A-1

BACKGROUND INFORMATION: On September 17, 2001, the Board of Supervisors approved Contract No. 01-887 and Contract No. 01-888 with San Bernardino Community College District, Valley College, for the provision of General Education Development, Adult Basic Education, and English-as-a-Second Language instructional services for CalWORKs participants.

According to program monitoring throughout FY 2001-02, San Bernardino Community College District, Valley College, successfully met the performance objectives of its original contract. Approval of these two contract amendments will allow the County to:

- a. Exercise the option to extend the contracts by one additional year, as stipulated in the original contract terms, from June 30, 2002 to June 30, 2003,
- b. Update insurance language,
- c. Change the funding source from *Welfare-to-Work/CalWORKs* to *CalWORKs*, and
- d. Establish 35 as the maximum number of participant referrals during fiscal year 2002-03.

These contract amendments will enable the County to assist CalWORKs participants in successfully transitioning into employment and economic self-sufficiency through quality educational services. The effective dates of the amendments are retroactive to July 1, 2002, due to the preliminary approval required by the contractor's governing board, which could not be accomplished before the contract end dates.

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The County will pay the contractor a fee-for-service based on the educational services provided to the individual participant. Referrals cannot be estimated or guaranteed, and the contractor stipulates that it is capable and willing to provide services to participants as they are individually referred under the conditions of the contracts. JESD will monitor this contractor regularly to assess its compliance with contract terms and conditions and to verify program performance.

REVIEW BY OTHERS: This item was reviewed and approved as to form by County Counsel (Regina A. Coleman, Deputy County Counsel) on October 16, 2002. This item was also reviewed by the County Administrative Office (Patricia M. Cole, Administrative Analyst III) on October 21, 2002.

FINANCIAL IMPACT: This expenditure, not to exceed \$35,340 (\$18,240 for ABE/GED and \$17,100 for ESL), is included in the Department's 2002-03 Fiscal Year Budget. Funding will be provided through the State CalWORKs allocation for welfare to work activities, and the share of local cost, which has been included in the Fiscal Year 2002-03 budget. No additional local cost is required. Total payments to all contractors for CalWORKs education, employment centered training, and problem resolution services will not exceed, in aggregate, the \$924,000 that JESD has set aside for these services for fiscal year 2002-03.

SUPERVISORIAL DISTRICT(S): All

PRESENTER: Janice Eisenbeisz, Director, JESD (909) 433-3330